

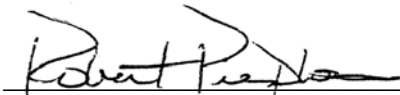


Construction Procedure Bulletin

CPB 03-2 Overhead Sign Structures

References: Standard Specifications, Section 5, "Control of Work," Section 6, "Control of Materials" and Section 56, "Signs"
Construction Manual, Chapter 4, "Construction Details," Section 56, "Signs," and Chapter 6, "Sampling and Testing," Section 2, "Acceptance of Manufactured Materials and Sampling Methods"

Effective Date: March 3, 2003

Approved: 
ROBERT PIEPLOW
Chief, Division of Construction

Approval Date: February 20, 2003

Background

This CPB provides policy and procedure regarding shop plan review and acceptance of materials for overhead sign structures (including changeable message signs) on all contracts administered by the Department of Transportation (Department). This CPB supercedes interim guidelines provided in CPD 01-15, dated November 15, 2001, that temporarily modified existing procedures described in various sections of the *Construction Manual*. CPD 01-15 was issued in response to concerns brought to the attention of the Department regarding overhead sign structure shop plan review, material quality and material release practices. A quality review team investigated the concerns and action was taken to address deficiencies.

Existing Procedure

The interim guidelines for review of shop plans and acceptance of materials for overhead sign structures have been documented in CPD 01-15.

New Procedure

Shop Plan Review:

The Office of Structure Construction, Division of Engineering Services, is responsible for reviewing and approving all overhead sign structure shop plans on contracts administered by the Department. Structure Construction personnel review shop plans for standard overhead sign structures and coordinate, when needed, with the appropriate structure design engineer for review of shop plans for non-standard overhead sign structures. The Office of Design and Technical Services (ODTS), Division of Engineering Services, no longer does secondary shop plan review, but will provide technical support to Structure Construction personnel upon request. It is not required to send a copy of the shop plans to ODTS unless technical assistance is requested.

The *Overhead Sign Structure Manual* provides guidance for reviewing shop plans and is available online at the following Department web address: <http://pd.dot.ca.gov/des>

District construction engineers will contact the local Structure Construction area manager or senior bridge engineer prior to the preconstruction meeting to make arrangements for the review of overhead sign structure shop plans submitted by the contractor. Review time and other requirements are in accordance with the contract documents. Timely coordination is required between District Construction and Structure Construction personnel as no additional review time will be incorporated into projects because of the new procedure.

Acceptance of Materials:

The existing procedures in the current *Construction Manual* for acceptance of materials are considered appropriate. The manual procedures are to be followed without modification and those described in CPD 01-15 are cancelled. Refer to the references above for applicable *Construction Manual* sections.

If you have questions or comments about this CPB, please contact Jim Cotey, Division of Construction, Construction Specialist, at (916) 657-5170 or by e-mail at Jim_Cotey@dot.ca.gov.